

**Town of Chelsea  
Regular Meeting of the Planning Board**

**At Chelsea Town Office  
January 14, 2019**

**Members Present:** Maria Jacques  
Scott Arnold  
Richard Condon  
Hank Mastrianno  
Carol Belanger  
Sherri Truman

**Members Absent:** Andrea Smith

**Guests:** Tonia Burns  
Jarod Pinkham, CEO

**Call to Order:**

The meeting was called to order by Hank Mastriano at 6:33 pm.

**Public Comment:**

There was no public comment.

**Old Business**

Ordinance Work Discussion:

- **Minimum Lot Size Ordinance:** The Board reviewed the draft ordinance from start to finish. Various language changes were decided upon. There are still a few topics that need to be discussed for inclusion. The workshop on January 28, 2019 will be a review of the entire ordinance in hopes of having a draft to share with the Board of Selectmen in February. Maria Jacques will update the draft prior to the workshop.

**New Business**

- **New Code Enforcement Officer—**Tonia Burns reported that she had resigned from the CEO position and that Jarod Pinkham had assumed the position. She was helping making sure the transition goes smoothly. Jarod is the part time CEO in South Bristol.

**Correspondence:**

- No correspondence was reviewed.

**CEO Corner**

Tonia Burns reported said that the CEO has focused on follow up issues and transition.

**Review of December 10, 2018 Minutes:**

The Planning Board was confused by the various drafts of minutes provided. In addition, there were obvious errors in both. The Board elected to put off approval of December's minutes until they were certain which version was being considered.

**Next Meeting**

The next regular meeting will be at 6:30 on February 11, 2019.

The Planning Board decided to also meet on January 28, 2019 at 6:00 pm to continue work on the Minimum Lot Size Ordinance.

**Adjournment**

Scott Arnold made a motion to adjourn the meeting. Sherri Truman seconded the motion. The meeting was adjourned at 8:18 pm.